



**INSTRUCTIONAL MEMORANDUMS
To County Engineers**

To	County Engineers	Date	March 2002
From	Office of Local Systems	IM No.	3.42
Subject	Establishing Contract Periods, Proposal Guaranties, and Liquidated Damages		

The purpose of this I.M. is to inform county engineers of where they can find information that will help them in determining contract periods, proposal guaranties and liquidated damages that are to be contained in proposal forms for local county lettings.

Average daily construction rates, proposal guaranty information and liquidated damages information can be found in the Letting Guidelines section of the current Bid Item Descriptions and Letting Guidelines booklet. This booklet is produced and mailed annually by the Iowa Department of Transportation's (Iowa DOT) Office of Contracts.

The average daily construction rates are intended to be used as a guide to help you determine a realistic contract period using working days in accordance with current specifications.

The average daily construction rates are averaged over the entire state and you must still use your judgment to correct the time periods for unique situations that are associated within the project. If you have questions regarding construction time estimates, please contact the Iowa DOT's Office of Contracts and / or other county engineers.